



HOW THE HHS VOLUNTEER RECRUITER PROGRAM POSITIVELY IMPACTS YOUR OFFICE

If you are a Department supervisor, manager or team lead, you may not be certain if you should approve your employee's request to join the HHS Volunteer Recruiter Program (VRP). In fact, you may not have even heard of this new initiative, launched in June 2016 by the Talent Acquisition Division (TAD), a component of the Office of Human Resources.

BACKGROUND

As a volunteer recruiter, your employee will assist TAD and HHS recruiters in enlisting talented individuals from all backgrounds and disciplines to careers in the Department, and promoting diversity within the HHS workforce, particularly in mission-critical occupations. VRP members will do this by:

1. Promoting a unified organization and becoming a brand ambassador of the "One HHS" concept;
2. Sharing information with the public about the HHS mission, structure, locations, occupations and entities;
3. Addressing the federal job application knowledge gap through an explanation of the process;
4. Fostering an interest in science, technology, engineering, mathematics, medicine and health (STEMM-H) at the K-16 levels to strengthen and promote the STEMM-H education-to-career pipeline;
5. Providing subject-matter expertise and first-person narratives around your specific discipline and occupation; and
6. Enlisting talented individuals from all backgrounds and fields of study to careers in the agency.

VRP members must submit an application and complete a one-day mandatory training prior to participating in any event. Additionally, based on the information provided by employees in the application, they will be appropriated matched to upcoming events.

STILL UNSURE?

Here are several ways in which the VRP benefits you, your office and the Department:

- ✓ Meets supervisory PMAP requirement(s) for promoting Diversity and Inclusion in the HHS workforce;
- ✓ Assists the Department in meeting mission requirements by reducing employee turnover and increasing overall retention rates, particularly in mission-critical occupations;
- ✓ Provides a means by which employees feel engaged, utilized and appreciated;
- ✓ Promotes a unified HHS brand to the general public;
- ✓ Fosters greater collaboration with HR, EEO and Diversity & Inclusion offices and professionals across HHS;
- ✓ Utilizes multidisciplinary subject-matter expertise to showcase the more than 90 federal occupations in HHS; and
- ✓ Enhances communication and encourages participation in HHS events among regional and remote employees.

The HHS Volunteer Recruiter Program **will not**:

- ✓ Interfere with your employee's ability to carry out his/her regular, daily duties;
- ✓ Require more than 10 percent of your employee's time (based on the type of event, whether the employee is matched to a particular activity, and whether the event occurs during the day);
- ✓ Cost you a penny. Employee participation (including training) is FREE;
- ✓ Take you by surprise. Events in which employees will be asked to participate are scheduled months in advance and shared openly via a master recruitment & outreach calendar and monthly meetings.
- ✓ Adversely affect supervisor and/or employee performance appraisals (PMAPs).

QUESTIONS? CONTACT US!

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